

20150924 ISC Meeting

Attendees: Jinan Darwiche, Bob Dammer, Maria Erickson, Ellen Cutler, Al DeSalles, Ebrahim Jahangard, Jennifer Hsieh, Carol Womack and Steve Peterson

Meeting brought to order at 9:30 AM by Jinan.

Minutes from last two meetings approved

Committee can now vote on and approve minutes because Academic Senate has approved the ISC for 2015-16.

Jinan displays meeting minutes from 5/28/15 on large screen. Minutes from last spring's final meeting approved with 2 abstentions by Bob Dammer and Carol Womack

Minutes from the 9/10/15 meeting were approved unanimously pending 3 amendments – 1) “single sign” to be changed to “single sign-on” 2) the Brown Act was not related to voting on the minutes during the 9/10/15 meeting; Academic Senate approval of the ISC itself was needed to enable voting and 3) need to add last names and titles to first name references to Jocelyn Chong (Dean of Information Technology) and Lee Johnston (MIS Director).

Jinan Report s on Academic Senate Objectives 2015-2016

Jinan reports that Academic Senate objectives for 15-16 were approved – there was lots of discussion at the Academic Senate about Canvas, which will likely be replacing eCompanion as SMC's course management system. Many faculty are concerned by possible issues and difficulties in making the transition. One question put forth was whether there might be a stipend involved in compensating faculty for extra time spent migrating to Canvas? Carol believes that the Faculty Association would be pursuing stipend (or related) questions.

There should be assistance coming from the Canvas organization itself, and Ellen points out that Julie Yarrish is fully prepared to provide much information on the transition from eCompanion to Canvas if interested parties contact her. Jinan believes faculty should take a proactive role in envisioning and planning how they want Canvas to look and perform, rather than using up energy trying to stay with eCompanion.

Joint Meetings?

A question is raised as to whether there will be joint meetings this year between ISC and Distance Education? Jinan says the timing will be difficult and we need to find an alternative time good for both committees.

AI reports on smart classrooms

There was a surge of interest last year in completing the final 48 or so classrooms that had not yet been equipped with “smart” technology. Media Services was able to complete this task, the biggest of its kind that Media Services has undertaken, over the course of the summer. Right now 99 per cent of the classrooms are smart classrooms. Responding to a question from Ellen, AI reports that the majority of projectors installed at SMC also have a captioning chip installed. Projectors that don't have such chips would tend to be ultra-small projectors on carts.

AI reports that because almost every classroom has smart technology there is no longer a group of faculty pushing projection carts over to their classrooms, and Media Services personnel are able to focus

more exclusively on maintaining the classroom setups. Two conference rooms were also outfitted with smart technology, one of them being Business 220S.

Al explains that the Dance classroom in Gym 102 does not have data/electrical connections to allow installation, plus another dance classroom in Drescher Hall has space issues, but these are the only 2 classrooms that currently are not smart. Jinan requests a copy of Al's installation sheet to be posted on the ISC web page.

Ellen asks about mobile media carts as opposed to mounted classroom installations. Why are some projection solutions mobile? Al responds that solutions that are mobile are ones that are being used in buildings that will be torn down in the near future.

Question on Windows 10

Ebrahim asks about whether we would be going to windows 10 soon. Bob says this would not happen quickly because moving to Windows 10 will be a complex undertaking. There is no extra cost involved in purchasing Windows 10, which SMC already has the rights to use. However, moving to the Windows 10 will have ripple effects on other programs that are critically important to SMC, and these effects need to be more fully understood and planned for before moving to the new OS.

Lecture Capture

Ellen is asked to make recommendations on lecture capture. Ellen asks for partner in looking into lecture capture. A list of a few possible lecture capture companies and their products is discussed. None of the listed systems have an automated closed caption system available, and others that do have automated systems that aren't sufficiently accurate. Maria volunteers to work with Ellen on the recommendations.

SMC Faculty Homepages

Jinan states that Faculty web pages are not a part of SMC website. SMC uses SharePoint and the faculty pages are separate from that system. Because of the separation, updates by SMC to its website should not affect faculty homepages. Jinan suggests the Academic Senate make a resolution to encourage faculty to update their web pages at least annually. SMC needs to make sure our faculty homepages are presentable.

Jinan suggests she can work with another volunteer from the ISC to make recommendations for faculty homepages, perhaps something in the form of a one-page guide. Carol, Maria, and Ellen volunteer to join Jinan in this effort. This newly formed committee will look into these issues and come back with a report in two meetings.

Jinan reports there are lots of links on the current SMC website pointing to dead/gone web pages. The company which might be handling a transition to a new website for SMC would be charging according to number of pages associated with the web site, and the dead links/pages are inflating the price of migrating to a new website. Bob has general concerns because a project of this scope requires a lot of coordination between many campus constituents. Jinan reiterates that anything on SharePoint needs to be cleaned up, including Academic Senate web pages.

Listing future meetings

TPC committee is listing all future meetings so Jinan might do so as well.

Motion to adjourn meeting at 10:24 am, seconded and passed.